

MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, OCTOBER 24, 2019

Presiding: Mayor David D. Ogden
Meeting Convened at 6:30 p.m.
Prayer: Steve Davis
Pledge of Allegiance

Present: Mayor David D. Ogden; Clerk-Treasurer Wendy McLaughlin; Councilors Brent Barrus, Sid Purser, Connie Fogle, and Steve Davis; City Public Works Director Arlynn Jacobson; Chairman Dave Thompson of the Planning and Zoning Commission; Design Review Chairman Paul Jeppson; Madison County Sheriff Rick Henry; Madison County Captain Cameron Stanford; Forsgren and Associates Water System Project Manager Randy Johnson; Citizens Steve Adams, Joy Ball, Tim Frogue, Barbara Lusk, Jill Moss, Catherine Nielsen, and DeVerl and Patty Stoddard.

MINUTES: Mayor Ogden asked if there were any corrections to the minutes of the regular meeting held on October 10, 2019. Each councilor had a copy of the minutes prior to the meeting.

MOTION: It was moved by Councilman Barrus and seconded by Councilwoman Fogle to accept the minutes with corrections as presented; motion carried.

SUGAR CITY SECURITY: Sheriff Rick Henry introduced himself to the Council and reviewed the cost to Madison County to place an officer and patrol in Sugar City. His visit to the council was precipitated by a visit from a political candidate as to how they could do more to help the city. Sheriff Henry explained that it costs Madison County over \$373,000 to provide services to Sugar City while the city pays just over \$26,000 annually. The Madison County Sheriff's office has responded to 491 incidents in fiscal year 2019. He considers Sugar City his community and gives high priority to the city despite the low reimbursement amount. He did not ask the city for more money. Mayor Ogden thanked him for his service and diligence. For more information on officer costs see Attachment #1.

TITLE 9 REVISIONS: The Council will meet with Planning and Zoning in a work meeting as they have requested. Planning and Zoning Chairman Dave Thompson reported that the commission still has many concerns about the revisions especially with the revisions to Sugar City Code 9-1-8. The Mayor said since 9-1-8 was not included with the original revisions that he would pull them for later consideration.

MOTION: It was moved by Councilwoman Fogle and seconded by Councilman Davis to hold a joint work meeting with Planning and Zoning for Title 9 with a date to be set; motion carried.

PLANNING AND ZONING (P&Z) COMMISSION REPORT: Chairman Dave Thompson was unable to report on the following items due to the meeting being cancelled for lack of a quorum.

Old Farm Estates Division #4 Preliminary Plat: No report
Hwy 33 Properties Annexation: No report
Land Use Schedule: No report
Impact Area: No report

AWARD OF SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA): The council awarded Diversified Control Solutions the SCADA system contract for the new well. They also run the SCADA systems for the city's other wells. Since they were under the State's \$50,000 requirement the city can award the bid to a sole source.

RESOLUTION NO. 2019-10 (To Award the SCADA System Contract to Diversified Control Solutions): Resolution No. 2019-10 was presented to the council by title only.

MOTION: It was moved by Councilman Purser and seconded by Councilman Davis to adopt Resolution No. 2019-10. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilors Barrus, Purser, Fogle, and Davis
Those voting nay: None

Resolution 2019-10 was thereupon declared by the mayor to have been duly passed by not less than two-thirds of the council. A copy of said resolution is attached hereto marked "Attachment #2."

AWARD OF THE WELL PROJECT ELECTRICAL BACKBONE CONTRACT): The council awarded the contract to Rocky Mountain Power to extend power from Highway 33 to the new well house. The contract will go over budget by about \$10,000. However, the project costs as a whole are well within the budget.

RESOLUTION NO. 2019-11 (To Award Electrical Backbone Contract to Rocky Mountain Power): Resolution No. 2019-11 was presented to the council by title only.

MOTION: It was moved by Councilman Barrus and seconded by Councilman Davis to adopt Resolution No. 2019-11. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilors Barrus, Purser, Fogle, and Davis
Those voting nay: None

Resolution 2019-11 was thereupon declared by the mayor to have been duly passed by not less than two-thirds of the council. A copy of said resolution is attached hereto marked "Attachment #3."

TRANSIENT SOLICITORS: The council will review the proposed ordinance and resolution to allow transient solicitors in Sugar City with a permit system modeled after St. Anthony at the next council meeting.

PROJECT HELP (UTILITY DONATION FUND): The council was in agreement with going forward with a donation program to help those who are unable to pay their utility bills. The

program will be administered by EICAP (Eastern Idaho Community Action Partners). They will review the contract information at the next council meeting.

FIRST TIME HOMEOWNER'S TAX CREDIT LEGISLATION: Councilwoman Fogle asked for the city's support for a first time homeowner's tax credit bill. The bill if passed would enable first time home owners to set aside up to \$30,000 tax free dollars a year for a down payment on a home.

MOTION: It was moved by Councilman Barrus and seconded by Councilman Davis authorize the Mayor to write a letter of support and use of the city's name and logo in support of the bill; motion carried.

MAYOR'S REPORT: Mayor Ogden reported on the following item:

Fall City-Wide Clean-Up: The clean-up took 2 ½ days to complete despite a fire at Ard's Dump. The cost to dump has increased from \$45/load to \$60/load. The council will decide whether to continue the service since costs are about \$5,000 more than the garbage base fees cover. Many residents do not comply with garbage pick-up rules.

October 30 Candidate Forum: The forum will start at 7:00 p.m. at the High School Auditorium.

SCADA and Shutdown of #G Tower: The G Tower will not support the SCADA system so the city is looking at other options.

Veterans Day Ceremony: The city is participating in the Veterans Day Ceremony. The mayor will attend the ceremony and present a wreath on behalf of the city.

Christmas Tree Lighting: The tree lighting ceremony is scheduled for Monday, December 2.

Christmas Dinner: The annual Christmas dinner is scheduled for Wednesday, December 4.

DEPARTMENT REPORTS:

COUNCILMAN BARRUS: Councilman Barrus reported that the City of Rexburg paid about \$115,000 for their Porter Park pavilion. The mayor will write a letter to the Realtor's Association explaining how a pavilion in Sugar City would benefit the community for the grant.

COUNCILMAN PURSER: No report.

COUNCILWOMAN FOGLE: No report

COUNCILMAN DAVIS: No report.

EXECUTIVE SESSION:

8:40 P.M. It was moved by Councilman Barrus and seconded by Councilman Davis?, pursuant to Idaho Code 74-206 1 (f), "Legal counsel on pending or imminently likely litigation, not merely when legal counsel is present," to discuss apartment unit base rates and to move into executive session. Motion carried. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilors Barrus, Purser, Fogle, and Davis

Those voting nay: None

9:10 P.M. The executive session ended for Idaho Code 74-206 1 (f). No decisions were made and there was no deliberation.

APARTMENT UNIT BASE RATE: The council authorized City Attorney Dylan Anderson to send a letter to the apartment's legal counsel stating that each apartment unit will have the same regular base rate as a single family residence.

MOTION: It was moved by Councilman Barrus and seconded by Councilwoman Fogle to authorize the city attorney to send the letter; motion carried.

Meeting adjourned at 9:12 p.m.

Signed: _____
David D. Ogden, Mayor

Attested: _____
Wendy McLaughlin, Clerk-Treasurer

Officer Cost Explanations

Newspaper Ad	Actual cost of running an ad for two weeks
Testing Candidates - Staff	It takes four staff members and average of four hours to do the physical and written tests
Written Tests/Avg 10	Tests for new candidates cost \$35 for each candidate. Usually a minimum of 10 Candidates
Oral Board Cost - Staff	It takes five staff members and average of eight hours to complete the oral board interviews
Background Checks	It takes one staff member approximately twenty hours to complete a background packet
Uniforms - Duty Belt - Radio	Includes all clothing, footwear, bullet proof vests, duty belt, handcuffs, mace and portable radio
Weapons - Pistol, Rifle, Shotgun, Taser	Self Explanatory
Patrol Vehicle W/Emergency Lighting	Includes the cost of a new patrol vehicle with all of the emergency lighting installed
Patrol Vehicle Equipment	Includes the cost of radio, computer, printer, scanner, radar and video cameras
Patrol Vehicle Supplies	Includes the cost of cones, flares, fire extinguishers, stop sticks, ect carried in each vehicle
POST Expenses - Food/Clothing	Includes the cost of food and the required POST clothing
POST Expenses - Salary	Includes cost for wages and benefits of new recruit in the POST Academy. (547 hours)
FTO - Staff	Includes the cost of the Field Training Officer's time to complete FTO Packet (640 hrs)
FTO - Trainee	Includes time for trainee to complete the 640 hours of required FTO training

Avg Cost 1 Basic Cert Deputy @ 40 Hr. Week

Training: Required 40 hours POST	Includes the cost of fuel, food, training, and room (40 Hr Week)
Wage	Includes annual wage, benefits, and OT
Vehicle maintenance	includes tires, fuel, repairs
Dispatch /State ILETS	Includes Volume of calls + % of Dispatch wage and ILETS Charges
Records Management Storage System	Includes Storage, RMS, Mobile RMS, Jail RMS
In Vehicle Computers	Range
IT Support	Range

Cost Per Officer Breakdown

Newspaper Ad	\$ 350.00
Testing Candidates - Staff	\$ 528.00
Written Tests/Avg 10	\$ 350.00
Oral Board Cost - Staff	\$ 1,680.00
Background Check	\$ 840.00
Uniforms - Duty Belt - Radio	\$ 5,100.00
Weapons - Pistol, Rifle, Shotgun, Taser	\$ 2,700.00
Patrol Vehicle W/Emergency Lighting	\$ 45,000.00
Patrol Vehicle Equipment	\$ 13,400.00
Patrol Vehicle Supplies	\$ 800.00
POST Expenses - Food/Clothing	\$ 1,450.00
POST Expenses - Salary	\$ 14,851.05
FTO - Staff	\$ 21,145.60
FTO - Trainee	<u>\$ 17,369.60</u>

Total to hire, equip and train 1 officer **\$ 125,564.25**

Avg. One Deputy Per Year - Basic Cert

Wage/Benefits/avg. 1 year	\$ 56,405.00
Fuel/Vehicle Maintenance / avg. 1 year	\$ 2,500.00
Training Mandatory 40 Hrs /avg. 1 week	\$ 1,770.00
Dispatch- Based on call volume + % of wage	Range
Records Management System	\$ 60,000.00
Vehicle RMS	Range
IT Support	Range

Current Cost for Sugar City Patrol

In fiscal year 2019 Madison County Sheriff's Office Responded to 491 incidents in Sugar City. This amounts to 12.5% of the total calls MCSO responded to during the year. The total patrol budget including dispatch wages is \$2,984,645.00. Using the 12.5% figure of total calls, the total cost for Madison County Sheriff's Office to provide services for Sugar City was **\$373,080.00**

Total Cost to Madison County Sheriff's Office	\$ 373,080.00
What Sugar City paid for those services.	<u>\$ (25,000.00)</u>

The City of Sugar City, Idaho

Resolution No.: 2019 - 10

"A Resolution to Award a Contract to Diversified Control Solutions for the New Supervisory Control and Data Acquisition (SCADA) system for Well #5 in the New Water System Improvement Project for the City of Sugar City."

WHEREAS, the Council of the City of Sugar City, Idaho desires to award a contract to install a new SCADA system for Well #5 in the new water improvement system that was approved in the Bond election of November of 2017; and

WHEREAS, Forsgren has recommended that we award the aforementioned contract; and

WHEREAS, Diversified Control Solutions has agreed to perform under the contract, which contract has been reviewed by the city attorney to be acceptable;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUGAR CITY, AS FOLLOWS:

The City Council of the City of Sugar City, Idaho hereby awards the SCADA project to Diversified Control Solutions, and approves the contract in the amount of \$43,900, and authorizes the Mayor to execute the aforementioned Contract and all other documentation in relation to the project.

PASSED by the Council of the City of Sugar City on this 24th day of October, 2019

APPROVED by the Mayor of the City of Sugar City on this 24th day of October, 2019.

(SEAL)

David D. Ogden,
Mayor

ATTEST:

Wendy McLaughlin,
City Clerk - Treasurer

The City of Sugar City, Idaho

Resolution No.: 2019 - 11

“A Resolution to Award a Contract to Rocky Mountain Power, to Extend Power from Highway 33 South of the Teton Island Canal, to the New Well House, for the New Water System Improvement Project for the City of Sugar City.”

WHEREAS, the Council of the City of Sugar City, Idaho desires to award a contract to Rocky Mountain Power for the installation of an expanded power grid from just South of the Teton Island canal on Highway 33, to a point near the new well house on 7th West, which is a part of the new water improvement system that was approved in the Bond election of November of 2017; and

WHEREAS, Forsgren has recommended that we award the aforementioned contract; and

WHEREAS, Rocky Mountain Power has agreed to perform under the contract, which contract has been reviewed by the city attorney to be acceptable;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUGAR CITY, AS FOLLOWS:

The City Council of the City of Sugar City, Idaho hereby awards the power contract with Rocky Mountain Power in the amount of \$114,847.78, and authorizes the Mayor to execute the aforementioned Contract and all other documentation in relation to the project.

PASSED by the Council of the City of Sugar City on this 24th day of October, 2019

APPROVED by the Mayor of the City of Sugar City on this 24th day of October, 2019.

(SEAL)

David D. Ogden,
Mayor

ATTEST:

Wendy McLaughlin,
City Clerk - Treasurer